

AHCCCS – 270/271 Batch processing

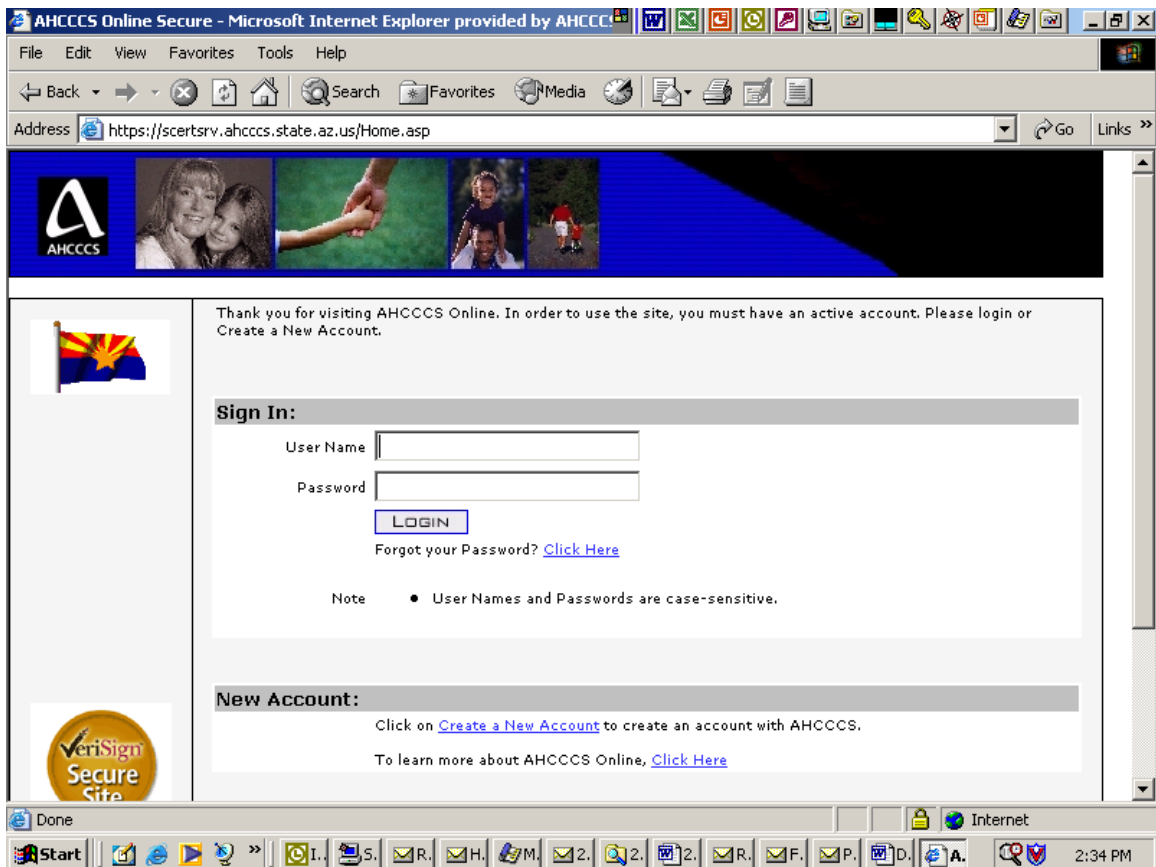


Figure 1 – Login screen

Using your **User Name** and **Password**, login to the AHCCCS website.

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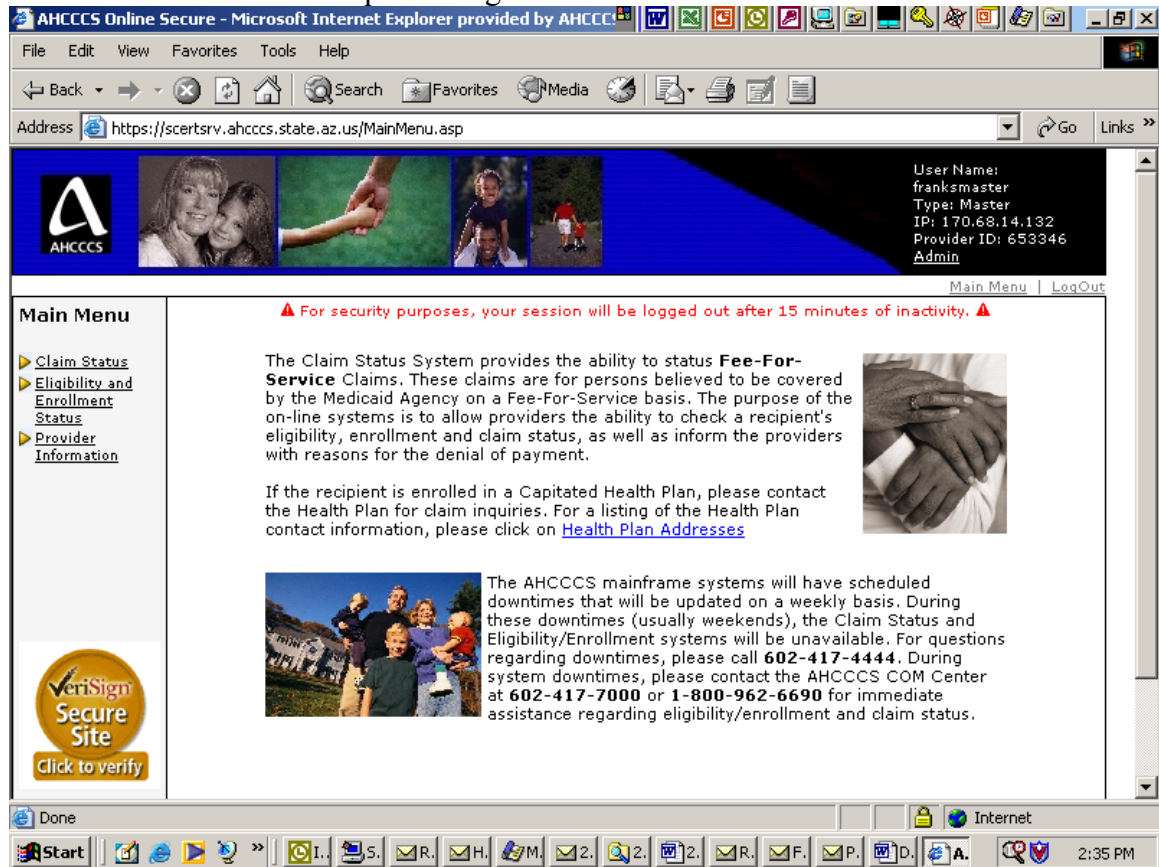


Figure 2 – Main Menu Screen

Select Eligibility and Enrollment Status from the Main Menu.

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Address: <https://swadevaz.ahcccs.state.az.us/EligibilityAndEnrollment/Default.asp>

User Name: uatetest07
Type: Master
IP: 170.68.14.77
Provider ID: 420042
[Admin](#)

Main Menu | [LogOut](#)

Main Menu

- ▶ [Claim Status](#)
- ▶ [Eligibility and Enrollment Status](#)
- ▶ [Update Provider Information](#)

RECIPIENT SEARCH

You must first identify a Recipient in order to search for a claim. Items in red are required fields.

SEARCH BY: * AHCCCS ID

AHCCCS ID: *

This site displays confidential information from the AHCCCS Administration. This information is intended solely for use by the intended recipient hereof. If you are not the intended recipient, be aware that any disclosure, copying, distribution or use of the contents of this transmission is prohibited.

Click to verify

Figure 3: Recipient Search

The *Batch* button will allow the users to navigate to a page that provides the capability to upload and download batch requests. The user will also have the option to view the results on-line.



Figure 4: Batch Requests

- The **Batch Requests** page will give the user options to up-load, download or view the response results on-line. Information related to the batch file will be displayed on the page. This data includes:
- Processing Time - The file will process at 4pm each afternoon
- Response availability time – The file will be available at 8am each morning
- File Retention - The number of days the file will be saved on the server before it is deleted.
- File Size Limitation – The file cannot be more than 10 megabytes large

Each time the provider submits a new batch request, the old request and response will be overwritten. No more than one batch request will be retained per user. In addition, files will only be retained for a period of 5 calendar days. A separate process will be written to delete old files from the server. Each user will be able to view the results of their requests only.

AHCCCS Online Secure - Microsoft Internet Explorer provided by AHCCCS

File Edit View Favorites Tools Help

Back Forward Stop Home Search Favorites Media Print

Address https://170.68.1.60/EligibilityAndEnrollment/Batch.asp?Mode=upload

AHCCCS

User Name: leslie
User ID: 0000938
Type: Master
IP: 170.68.14.87
Provider ID: 040410
[Admin](#)

[Main Menu](#) | [LogOut](#) | [FAQ](#)

Main Menu

- ▶ [Claim Status](#)
- ▶ [Eligibility and Enrollment Status](#)
- ▶ [Provider Information](#)

Batch Requests

[Recipient Search](#) | [Help](#)

[Upload File](#) [Download File](#) [View Response](#)

Processing Time: 8/27/2003 4:00 PM
Response Availability Time: 8/28/2003 8:00 AM
File Retention: 5 Days
File Size Limitation: 10 Megabytes

Select a file to upload:

[Browse...](#)

[Upload!](#)

VeriSign Secure Site
Click to verify

*** This verification does not constitute a guarantee of payment ***

AHCCCS
All Rights Reserved

Figure 5: Batch request Screen.

Click browse to choose a file from your pc for upload. The upload file does not require any specific naming convention.

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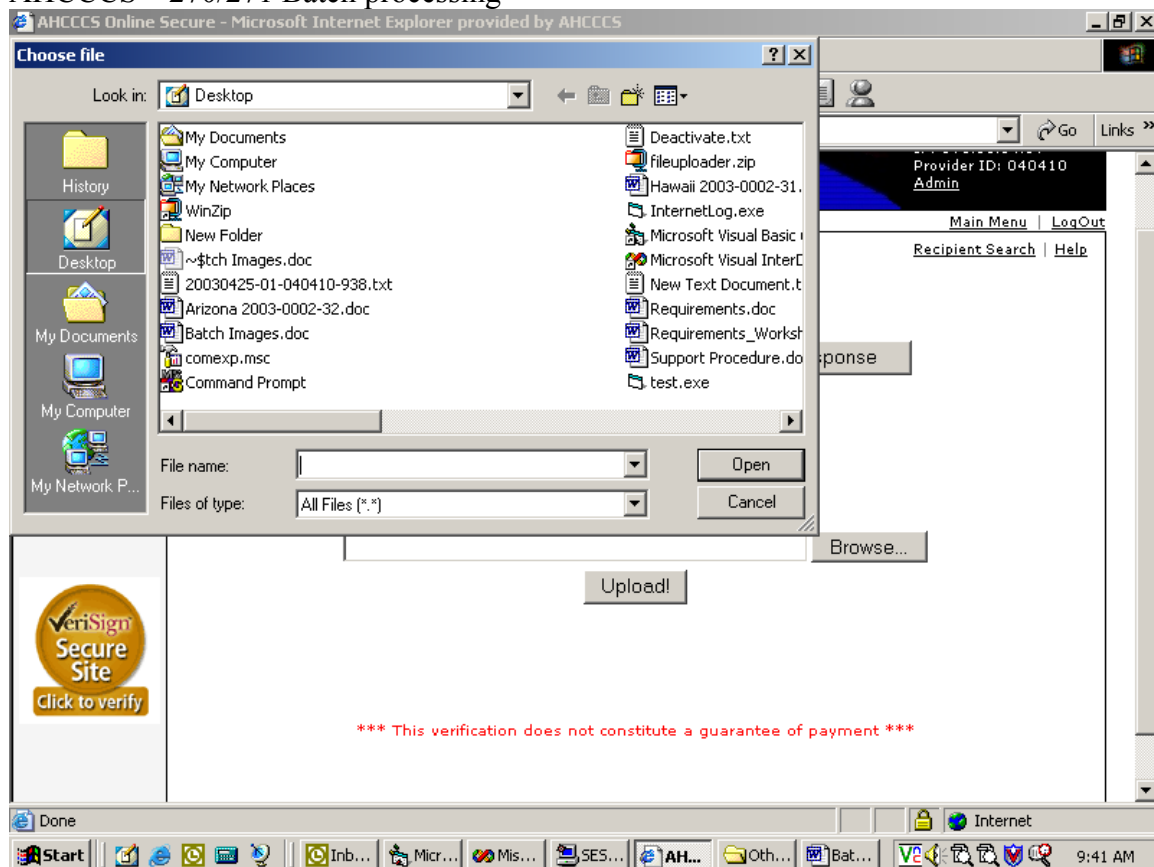


Figure 6: Browse file for upload.

Select the file you wish to upload as a 270 file.

Once you choose a file and click upload, a message will appear telling you it was successful

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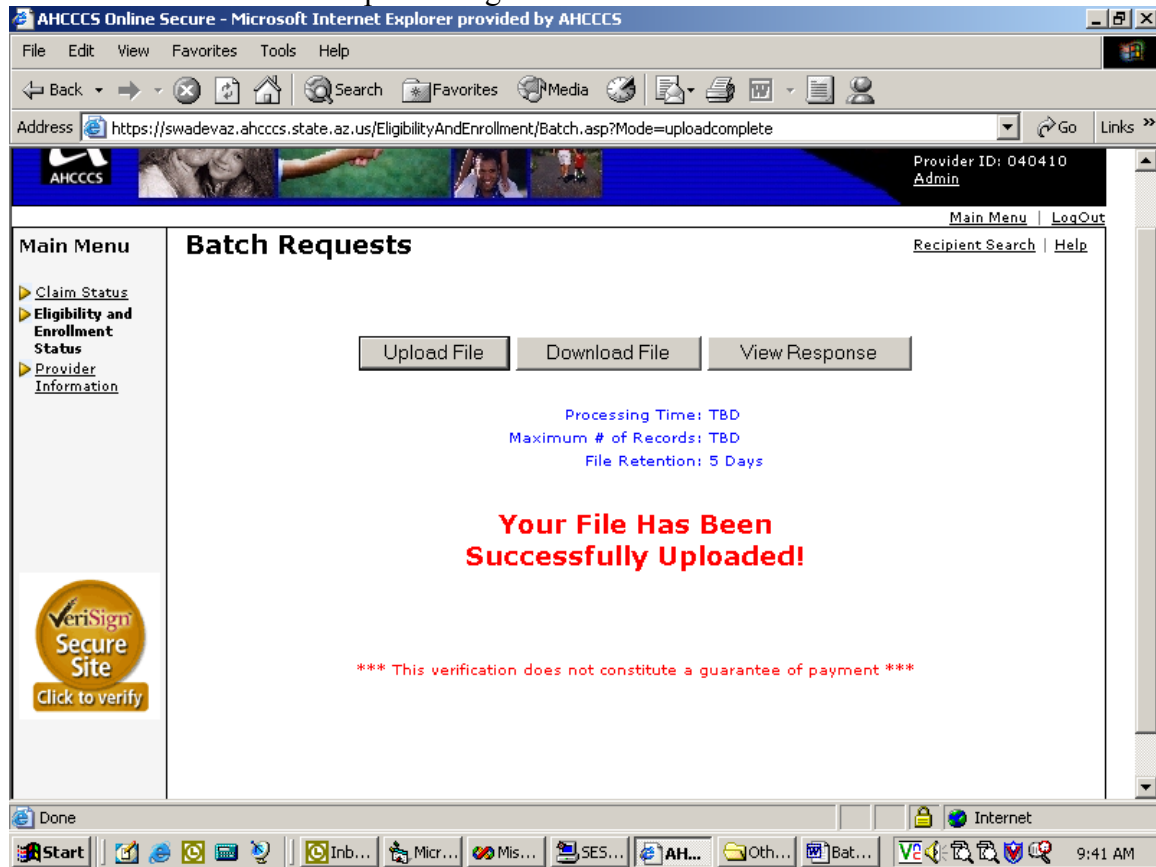


Figure 7: Upload Successful

Once the load is successful. The file will be processed as part of our evening process.

April 28, 2003 1:31 PM

G:\HIPAA Library\Transactions+Code Sets\Testing\Test Documentation\270-271
batch.doc

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The next day:

Log back into the same page

Repeat the steps shown in figures 1 through 4.

Click the **DOWNLOAD FILE** Button to see a list of files that you can download

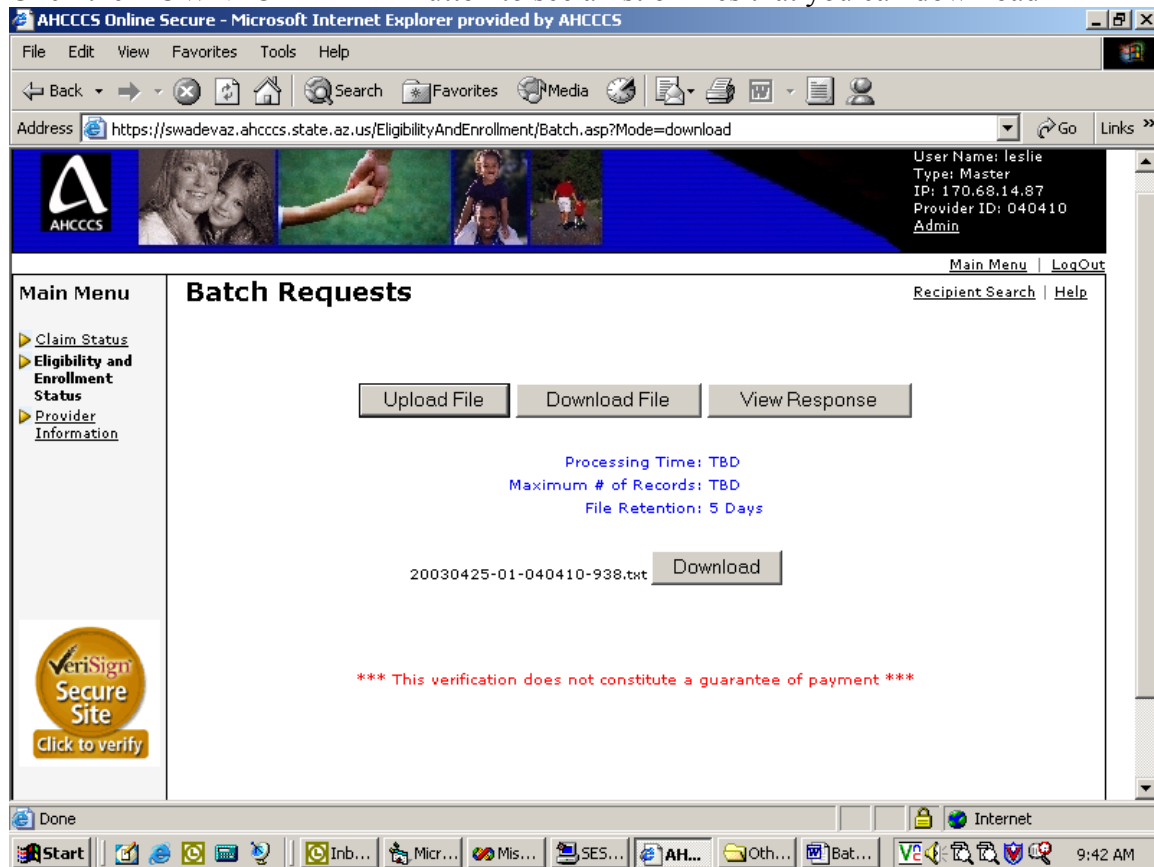


Figure 8: Batch download of 271 file.

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To download the file, click the Download button next to the file you wish to download

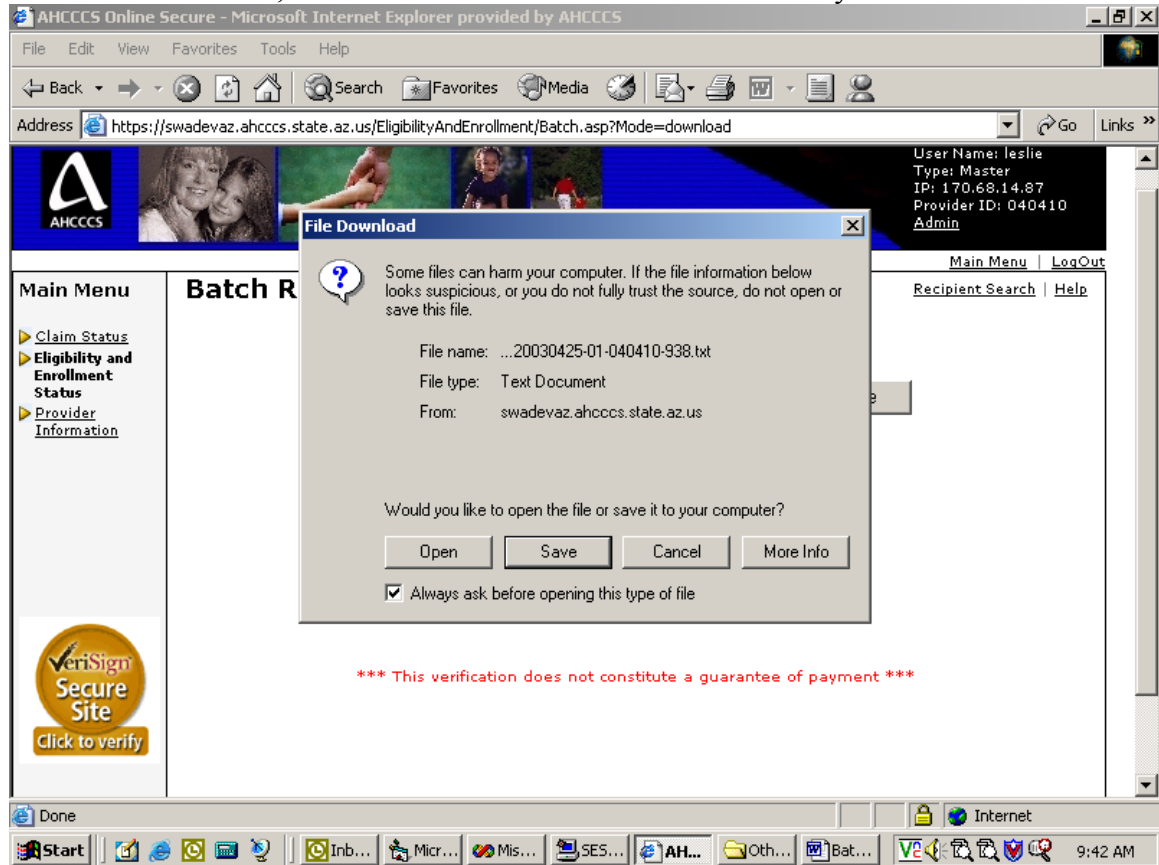


Figure 9: Save 271 file to your local PC.

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Now click save to save it to disk, If you click open, it will still force you to save it... this is by design.. Once you click save, you will be prompted to choose a location where you wish to save it.

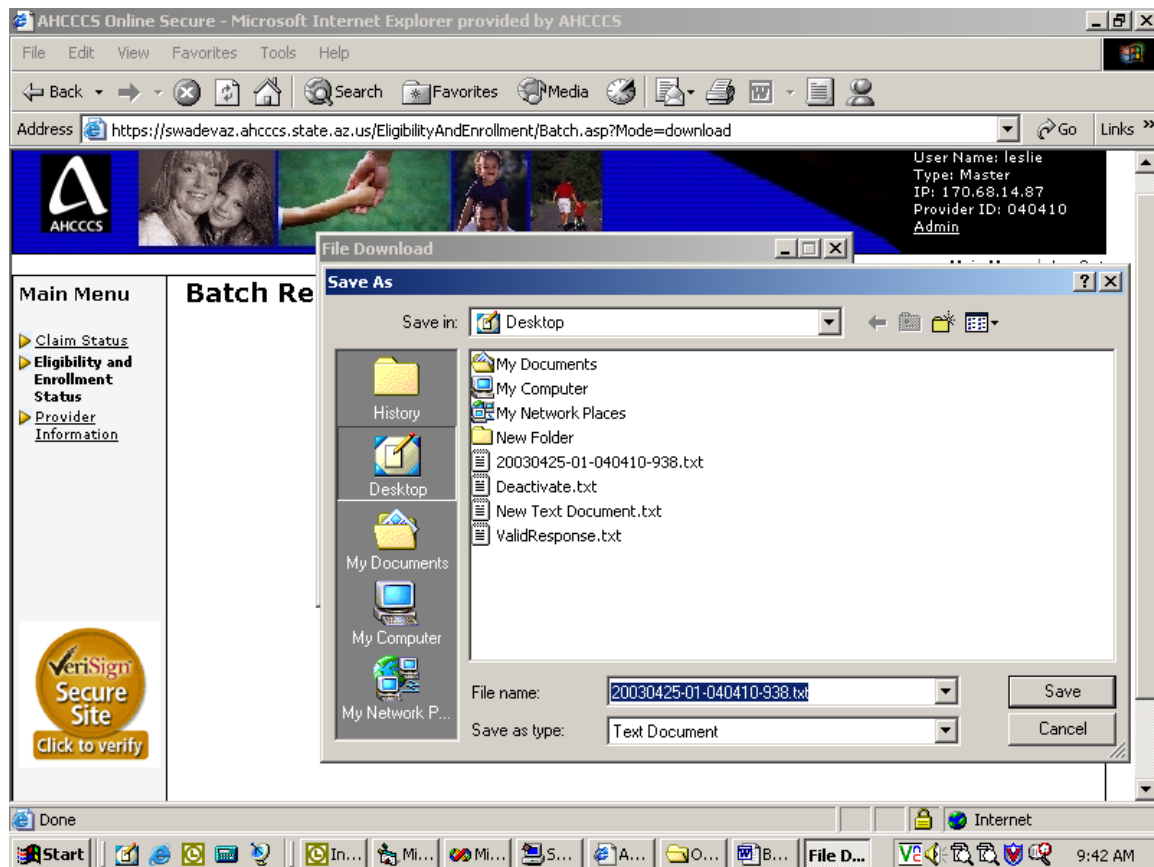


Figure 10: Select file name.

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Click view response to see a list of files that can be viewed online

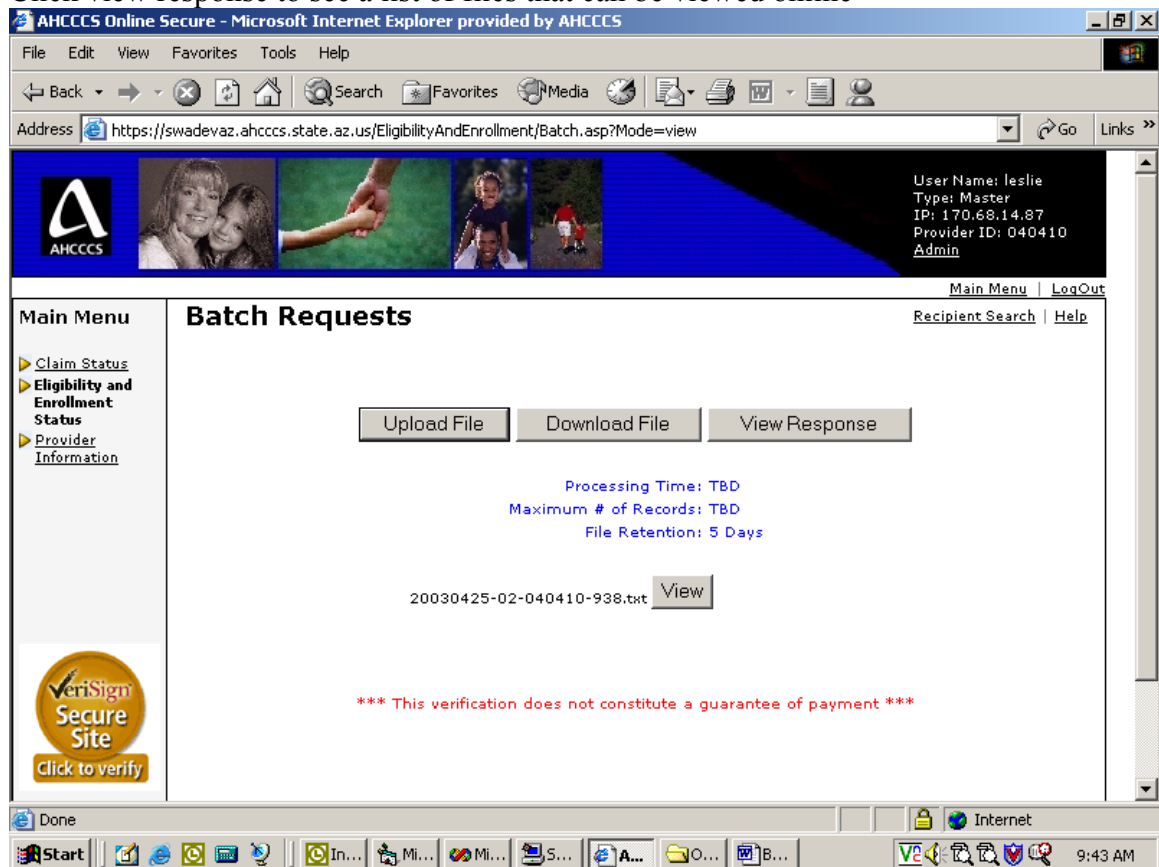


Figure 11: View file.

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https://swadevaz.ahcccs.state.az.us/EligibilityAndEnrollment/ViewFile.asp?File=20030425-02-0404 - Microsoft Internet Expl...

ST	TRANSACTION SET IDENTIFIER CODE/CONTROL NUMBER:	271	001				
BHT	TRANSACTION SET CREATION DATE/TIME:	01/15/2003	15:30:05				
SR001	INFORMATION SOURCE NAME/TAX ID:	AHCCCS	86-0000000				
RCR001	INFORMATION RECEIVER ID/NAME:	004250	COHEN/JORDAN K.				
RECIPIENT	AHCCCS ID	LAST NAME	FIRST NAME	MI	DOB	GENDER	OTHER ID
RCP001	A31652125	SMITH	JOHN	H	07/09/1968	M	A00000000
000-00-0000							
ADDRESS	STREET 1	STREET 2	CITY	STATE	ZIP		
ADRO01	6 MI S OF OLD SALINA	6211 N. LA CHOLLA	CHINLE	AZ	86503		
ELIGIBILITY	DESCRIPTION	BEGIN DATE	END DATE	ADDED ON			
ELG001	A SA MAO EXPANDED	04/01/2002	/ /	03/26/2002			
ELG002	A SD CASH	08/01/1998	03/31/2002	11/04/1998			
ELG003	A SD MAO	07/01/1998	07/30/1998	11/04/1998			
ENROLLMENT	HEALTH PLAN	CONTRACT TYPE	BEGIN DATE	END DATE	RATE		
CODE/DESCRIPTION							
ENR001	INDIAN HEALTH SERVICES	ACU/FFS	04/01/2002	/ /	SSI AGED EXP		
WITH QMB							
MEDICAID	NH PROVIDER NAME	SOC AMT	BEGIN DATE	END DATE	LOCK-IN		
PROVIDER	QMB IND PNH IND						

Figure 12: Valid Response

Sample of Data displayed when view response is selected for a valid response.

Error Files

The two document types for valid response files are 01 and 02. These represent the downloadable 271 formatted file and the 271 readable (viewable) file, respectively. Document type 03 is reserved for error response files. Error response files are created when some or all of the 270 input file transactions are unacceptable. Error response files are both viewable and downloadable, and will contain all error information available for the 270 transaction input file to which they relate. There will be no more than one error file per 270 transaction input file.